

ADMINISTRATIVE REPORT FOR THE MONTH OF DECEMBER 2012

➤ **Financial Report YTD 2012**

- General Funds Balance \$1,317,956; Restricted Funds Balance \$3,080,622
- General Revenue \$656,550; Budget \$455,139; 144.25% of budget
- General Expenses \$268,593; Budget \$455,139; 59.01% of budget
- Restricted Revenue \$326,004; Budget \$141,074; 231.09% of budget
- Restricted Expenses \$4,849; Budget \$255,311; 1.90% of budget
- Grants/Other Expenses \$25,100; Budget \$26,440; 94.93% of budget
- Total Assets \$4,407,148; Total Liabilities \$24,087

Notes:

- Transfer tax received in December \$50,811 (gross); 5 MBTS, 4 Windhurst Manor, 1 Coventry and 3 resale's.
- Eric issued 14 building permits in December; \$39,178 (report attached)

➤ **Administrative Department**

- The Planning & Zoning Commission met on December 10, 2012 to consider for possible recommendation to the Town Council two (2) applications:
 1. Dove Barrington Development, LLC, for a Conditional Use proposing a Temporary Residential Real Estate Sales Center in accordance with the Town Code Article X. The application was recommended for Council's approval which will be heard at a Public Hearing on January 8, 2013.
 2. Dove Barrington Development, LLC, to amend the approved final site plan for Bishops Landing subdivision in accordance with the Town Code 125-19 B. The applicant was proposing lot line shifts and relocation of various home models. The application was recommended for Council's approval with conditions. To date, the revised plan has not been submitted for Council's final approval.
- On December 12th, Matt and I had our first meeting with the Historic Society Committee regarding the traveling museum entitled "The Way We Worked".
Tentative Timeline for the Exhibit
Wednesday, May 15 – Exhibit delivered
Saturday, May 18 – Open Exhibit
Sunday, May 19 – Grand Opening in Ocean View
Sunday, June 23 – Last day for Exhibit
Monday, June 24 – Exhibit will be taken down & packed
Tuesday, June 25 – Exhibit will be picked-up

Exhibit Hours

Friday, Saturday, Sunday & Monday – 10:00 am till 3:00 pm
Groups will be by appointment only

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Programs

May 30 – 7:00 pm till 9:00 pm to be held at the South Coastal Library. The following speakers have been secured for the program:

1. Laura Baldwin, Executive Director for the Indian River Life-Saving Station. Laura will speak about the life-saving stations and boats.
2. Johnathan Russ, University of Delaware, Department of History. Russ specializes in the history of Delaware and will set the stage for how people worked at the turn of the century.
3. Jerrad Steele, Ocean View, DE. Jerrad is the great grandson of Cecile Long Steele who started the chicken industry in Ocean View, DE, and he will speak on how the industry was started.
4. Salt Pots, Kimberly Grimes. No more info available at this time.

June 13 - 7:00 pm till 9:00 pm to be held at the South Coastal Library. The following speakers have been secured for the program:

1. Scott Thomas, Executive Director for the Southern Delaware Bureau of Tourism.
2. Jane McCabe - Jane specializes in banking and real estate and will be speaking on these two topics.
3. Ron Stein – Topic to be determined.

Next meeting will be held here on Jan 15 to discuss the Grand Opening.

Respectfully submitted,
Deborah Botchie
Town Manager